

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Plans and Policy Staff

DATE: 1 February 1956

FROM : Chief, Intelligence School

SUBJECT: Weekly Activities Report No. 5
25 January - 1 February 1956

25 YEAR RE-REVIEW

I. SIGNIFICANT ITEMS

Nothing to report.

II. OTHER ACTIVITIES

1. CWC No. 12 began 30 January with 26 enrolled, including two auditors and one student who will return to complete the last two weeks. Representation by components: DD/P-16 (FI-10; PP-5; PPC-1); DD/I-2 (OCR-1; Special Research Staff-1); OTR-6 (JOT-5; IS-1); USIA-2. [redacted] who has recently joined the DDI's Special Research Staff on International Communism, and [redacted] IS faculty, are auditing the course.

2. Mr. Lawrence Bott, who is planning a reading improvement course for employees of the Department of Commerce, visited the Reading Improvement Branch last Thursday. [redacted] provided him with certain unclassified course materials which the Branch has developed. Mr. Bott appreciated the assistance offered, and commented favorably on the practical nature of the goals and content of our course.

3. [redacted] A&E Staff, discussed the tests and exercises used in the Intelligence Writing course with [redacted] last Friday. The series of writing proficiency tests developed for A&E by the Educational Testing Service have proved useful, and [redacted] suggestions for their adaptation to course objectives have been most helpful.

III. PERSONNEL NOTES

1. [redacted] returned 26 January from three weeks TDY

2. [redacted] is with the World Communism staff on a part-time basis this week in order to become familiar with administrative procedures. She will take over the secretarial duties when [redacted] goes on maternity leave next month.

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